



DEPARTMENT OF THE ARMY
US ARMY SOLDIER SUPPORT INSTITUTE
NONCOMMISSIONED OFFICER ACADEMY
2400 JACKSON BOULEVARD
FORT JACKSON SC 29207-7025

ATSG-NC

27 June 2012

MEMORANDUM FOR ALL INCOMING SLC STUDENTS

SUBJECT: Senior Leaders Course (SLC) Welcome Letter

1. Congratulations on your selection to attend the Senior Leaders Course. I'm confident that this will be a challenging and rewarding experience for you. This course is designed to ensure you're adequately prepared to perform your duty as a Noncommissioned Officer in our Current Operating Environment (COE). The daily training, mentoring, and feedback regimen in a "task saturated" environment will help you develop the leadership skills and attributes the Army expects its Noncommissioned Officers to possess. Upon your completion of the course you'll have a sense of accomplishment and pride in knowing that you are truly prepared to serve as one of the best Leaders in our Army.

2. You need to report to the **Fort Jackson Inn, Building 7550, intersection of Marion and Benning Road**, upon arrival to sign for lodging (**From Gate 2, continue on Strom Thurmond Blvd and make left turn at the 3rd traffic signal, Marion Ave, use the right lane at the fork, hotel is on the right. From Gate 4, make right turn at Dixie Road, turn left at Hampton Parkway, turn right at Marion, and turn left at Benning Road hotel is on the right.**), then report to the NCO Academy on your report date between the hours of **1600-2100** (which is the day before day one) and receive a welcome letter containing all of the information you need for the next morning's formation. Please report in your ACU's. Day one begins with your first formation and weigh-in. The uniform is the Improved Physical Fitness Uniform (IPFUs). This will include short sleeve PT shirt and shorts. Don't wear restrictive clothing (girdles, spandex, etc.) underneath the IPFU. You must have your Military ID Card, ID Tags, and a pen with you for the weigh in. After the weigh in, you will return to your classroom for further processing and guidance. You will need the following items with you as you report to the NCO Academy:

- a. Two copies of your orders or DD Form 1610
- b. Two copies of your permanent profile (if you have a P3/P4, you must have your MMRB results).
- c. Two copies of your completely filled out Pre-Execution Checklist (version April 07 or later) with commander's signature **(if someone other than your commander signs the checklist, assumption of command orders must be provided)**.
- d. Two copies of your ALC DA Form 1059 (Phase I and II, if applicable).

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- e. If, age 40 and over, an over 40 physical (Periodic Health Assessment) along with the cardiovascular screening with printout and Doctor' Notes page.
- f. ACU Gortex Jacket
- g. Black All-weather Coat
- h. Black Leather Gloves (1 Oct until 1 May)
- i. Patrol Cap, ACU with rank and name tape.
- j. Full PT Uniform w/ fleece hat
- k. Class A's or Army Service Uniform
- l. If you have any allergies, make sure you bring your proper identification tags and medication.
- m. Enroll in, complete and print your certificate from the Composite Risk Management Basic Course off of the LMS. Do this on AKO prior to your arrival here, if you have issues contact the LMS or AKO Helpdesk.
- n. Military Drivers License (DA 348)
- o. APFT Card and Body Fat sheet w/in 30 days of start date to course**

3. Personal appearance and conduct during your attendance at the Academy is extremely important. Ensure your uniforms are serviceable and worn IAW AR 670-1. Standards will be enforced by SGLs but your active involvement in the policing of your peers will mitigate the need for an SGL to correct deficiencies. Your first week of class will be extremely busy. You will receive a tremendous amount of information in a short period of time. Please be familiar with **the Creed of the Noncommissioned Officer, the Soldiers Creed, the Army Song, and Army Physical Readiness Training** before you arrive. During your attendance of the Senior Leader Course you will be required to write a Leadership Essay. **You WILL be administered an APFT within 72 hours after your arrival to the course. The APFT that will be administered is used to determine graduation honors. See attached Policy Memorandum for details.**

4. The NCO Academy website link <https://www.us.army.mil/suite/page/483578> will help you with your preparation for SLC. For lodging information, please go to web link provided: <http://usassi-www.army.mil/ncoa/ImportantInfo.html>. In Magruder's Billeting, there will be internet access in the billeting rooms. If rooms are not available at Magruder's Billeting, Army Lodging will coordinate lodging at off-post facilities. If you have any questions, please don't hesitate to ask. The following links are also provided to assist you and prepare you based off of your specific MOS.

42A HR SLC

<https://www.tkeportal.army.mil/sites/SSI/TDDirectorate/ITD/AG/PME/AGSLC/Course%20Lessons/Forms/AllItems.aspx>

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36B FM SLC:

<https://www.tkeportal.army.mil/sites/SSI/TDDirectorate/ITD/FM/FMPME/FMSLC/Course%20Lessons/Forms/AllItems.aspx>

79R SLC:

<https://www.tkeportal.army.mil/sites/SSI/TDDirectorate/ITD/RRB/79RSLC/Course%20Lessons/Forms/AllItems.aspx>

5. Once again, welcome to your academy and much success. Utilize this opportunity to enhance your leadership skills, interact with your peers and learn from your peers.

EMBRACE THE CHALLENGE....EXCEED THE STANDARD!

//Original Signed//
BRYAN J. VALENZUELA
1SG, USA